

University Administrative Council Minutes

Tuesday, November 12, 2019

1.Call to order 8:33

2.Introductions

- Celeste Martinez new Director of Benefits in HRS
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3.Minutes approved as distributed

4.Old Business

- Naming Committee
 - College of Arts and Sciences: 6 items. Moved by Naming committee, seconded, recommended for approval
 - College of Education: 3 items. Moved by Naming Committee, seconded, recommended for approval.
 - College of Business: 2 items. Donors are great examples of our ability for social mobility for students. Moved by Naming Committee, seconded, recommended for approval.
- 16.21 No Trespass Directive
 - Campus presidents have option to not allow students back for online campus. This excludes online classes.
 - Moved, seconded, recommended approval.

5.New Business

- ARP 3.04: Anti-Nepotism and Avoidance of Personal Conflicts of Interest
 - Nobody in supervisory chain can be involved in supervising a relative.
 - This is different from hiring a relative as part of an offer (initial or retention).
 - Concern that "Personal Friendship" needs a better definition.
 - This will return in January
- RPM 3.80 Prohibition of Hazing and Hostile Misconduct
 - This revises RPM 3.80 to be consistent with the ARP. Authorizes NMSU to develop an ARP about this.
 - Moved, seconded, passed to recommend approval.

6.University-Wide information

- **Shelter and Food Insecurity, Meg Long**
 - Meg helps students access food stamps, etc.
 - We have students who live in their cars and who rely on others for their food.
 - At this point, we have no solution for homelessness
 - Often related to illness, domestic disputes, or sexual orientation
 - Homeless students are often employed, even >1 job.
 - Estimate: 100-150 homeless students. There are probably others we do not know about.
 - Emergency Housing Fund — There is now a Foundation account
 - There is interest in extending this to community college campuses
 - Can colleges be made aware when they have a student who is homeless?
 - Communication needs to be 2-way. Students don't necessarily want to tell their story repeatedly.
- **Human Resource Services**
 - **FLSA**
 - Session today to talk about changes to FLSA
 - Salary is only one criteria for exempt and non-exempt.

- Moving people to exempt is not a solution because there are three criteria for non-exempt.
- Positions currently being filled that will change can be filled as non-exempt.
- Abbey Denham and Gena Jones will consult with people who have questions.
- **E-Verify**
 - March 2 implementation
 - I-9: problem is about $\frac{2}{3}$ late paperwork processing and about $\frac{1}{3}$ errors.
 - We will have more discussion on consequences for problems with I-9s.
- **Evaluation system**
 - Short evaluation period.
- **Sustainability Policy and Oversight Council**
 - Formalize committee and develop a budget.
- **Fire Safety**
 - Not every hero wears a cape. Plan and practice your escape.

7.Updates

- ASNMSU — Veterans Housing got painted. Finished in 90 minutes. Painted 26 houses. One family drove here from Albuquerque.
- Employee Council: Picnic was great
- Legislative Update
 - LFC recommendation — 5% new and 3% comp with 90% funded.

Attendees: Dan Arvizu, Presiding; Johnny Carrillo, Greg, mmm, Tina, Anthony Parra, Ruth Johnston, Carlos Lobato, Ken Van Winkle, John Gratton, Mickey Best, Lenny Martinez, Andy Burke, Gena Jones, Melissa Chavira, Justin Bannister, Scott Eschenbrenner, Mario Moccia, Laura Castille, Steve Bettner, Lakshmi Reddi, Roy Collins, Lisa Warren, Susan Brown, Rolando Flores, Sonya Cooper, Enrico Pontelli, Will Waller, Beth Titus, Evan Conner, Stephen Lopez, D'Anne Stuart, Norma Noel, Ermelinda Quintela, Katrina Doolittle, Alton Looney, Jim Hoffman, Shelly Stovall, Adam Cavotta, Becky Corran, Norma Grijalva